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SHERIFF'S BLUE RIBBON PANEL **Panel Charge and Staff Support**

Panel Charge

The King County Sheriff seeks the advice of an expert panel to research internal management systems, suggest well-functioning internal review processes, and identify and recommend areas of needed improvements. The panel's efforts complement other Sheriff's Office reforms. Specifically, the panel is charged with:

- Reviewing internal management systems for addressing employee misconduct and discipline;
- Gaining an understanding of leading management practices in other departments and their applicability to a department with characteristics like the Sheriff's Office;
- Making recommendations to the Sheriff for improvements to the accountability system for misconduct and discipline; and
- Delivering a final report and written recommendations to the Sheriff by no later than August 31, 2006.

The panel will establish a written work program and schedule of meetings to review the current system, develop consensus about potential changes to current practices, and present findings and recommendations. The panel is expected to meet every two or three weeks for five to six months.

Staff Support

The panel will be supported by a policy consulting firm, Berk & Associates, who will provide:

- Meeting facilitation, including the development of meeting agendas and summaries, research summaries, and materials for discussion;
- Assistance in decision making by identifying relevant questions, presenting research findings, and focusing the panel on findings and recommendations;
- Independent, neutral research and information, prepared for presentation to the panel;
- A concise and clear final report on behalf of the panel; and
- Facilitation and involvement of the public and media as appropriate.

Additional expertise and support will be provided by the Sheriff's Office, with Virginia Kirk, Human Resources Manager, as the day-to-day lead contact and coordinator of information and resources available from the office. Others within and outside the office may be consulted who have expertise in police operations and best practices in personnel systems.

March 3, 2006

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